**Here is what it says on the Admissions website:**

**I've been denied admission to Evergreen. I want to appeal-what do I do?**

Write a letter to the Director of Admissions and clearly state how your academic achievements have prepared you for study at Evergreen. If you are still attending school, you may wish to include a more recent transcript that shows marked improvement. For example, if the high school transcript sent to Admissions shows the work you completed through the end of your junior year, you should send us a transcript that shows the work you completed through the end of the first quarter/semester/trimester of your senior year.

The [Family Educational Rights and Privacy Act](http://www.evergreen.edu/admissions/special.html#ferpa) (FERPA) is a Federal law that precludes Admissions from communicating with anyone except you (the applicant) in regard to your admission status. This means that the Admissions Staff cannot talk to your parents, counselor or friends about the results of your application without your expressed written consent.

Conversation with Bryan Gould 8/8/13:

He tells someone to write a letter to him as the director. If he agrees with the original admission denial, he’ll have Steve Hunter look at it for a second look. If Bryan thinks the appeal is correct, he can then reverse the denial and admit the person. The student needs a letter and supporting documentation, such as performance materials or letters of recommendation. We can decide to allow the student to have an interview. Needs to be information above and beyond what was already included in the application. He doesn’t think we need to post our formal appeals process. Don’t necessarily want to promote an appeal as a possibility. We will address them on a case by case basis. If you wish to appeal, then you can write a letter to director. Who would be a step above Martha? Curriculum Dean? Michael? Bryan’s approach is to call the student if he gets an appeal to tell them how to improve their application. They do not allow people to re-apply for the same term.

So, we need to come up with a policy where there is a chain of command.

Admission Decision Appeals Policy draft (internal policy, not to be published):

9/17/13

If a student is denied admission to the Graduate Program on the Environment and contacts the program to appeal, they should write a letter to the Director outlining their appeal and why they think their academic and professional achievements make them a good candidate for the program. Students should be encouraged to include supporting documentation that was not originally included in the application for admission. After receiving the appeal letter, the Director will make a decision either to overturn the original denied admission, or will tell the student that the original decision will remain the same. This decision will be delivered to the student in writing (either email or mail). The student will then be encouraged to apply for the following year. Students may not re-apply for the same year in which they were not admitted.

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